



<b>Job title</b>	<i>Driver/Collector/Processor</i>
<b>Reports to</b>	<i>Street Commissioner</i>

### **Job purpose**

Incumbent serves as a driver/collector responsible for driving and collecting recycling, garbage, bulk items and yard waste from curbside or alley. He/She may also be required to perform the duties of other Street Department employees as directed by the Street Commissioner.

### **Duties and responsibilities**

- Safely operates, maintains, services, and cleans city vehicles/equipment.
- Conducts pre-workday inspection of the vehicles/equipment.
- Completes daily inspection reports and fuels vehicles at the end of the day. Cleans and washes truck/equipment and helps with routine vehicle maintenance. Maintains cleanliness of inside of the vehicle at all times.
- Drives and rides on the side of the vehicle during route collection.
- Collects trash, brush, recyclables, and bulk items.
- Maintains order and cleanliness in the recycling area and on the route.
- Performs related duties as assigned.
- Subject to 24-hour on call status for emergencies.
- Committed to safety.

### **Qualifications**

- A high school education or equivalent, or related job experience.
- CDL-Class B with Air Brake Endorsement required. Subject to random drug testing compliance.
- Working knowledge of and ability to make practical application of Department and OSHA safety policies and procedures.
- Ability to properly and safely operate a variety of trucks, equipment and power tools.
- The ability to position vehicle on route so that workers are exposed to the least hazard and not to affect traffic flow.
- The ability to recognize dangerous and hazardous waste so that it may be properly disposed of.
- The ability to deal with customer complaints and or concerns in a courteous manner.

### **Working conditions**

- Spends most of the day outside and may be exposed to extreme conditions.
- Works in and around moving traffic and motorized equipment.
- Exposed to potentially hazardous and obnoxious materials and chemicals.

### **Physical requirements**

- Must be able to function in the work environment. This means exposure to potentially hazardous and obnoxious materials/chemicals. It also requires walking, standing, kneeling, crawling, carrying, stooping, and lifting (50 lbs.) occasionally.
- May be required to perform the job duties of other Street Department employees and so he/she needs the physical capability to carry out those functions.
- Must possess adequate dexterity, vision, and hearing.
- Must be mobile in a variety of work environments, including climbing steps, ramps, ladders, and entry of confined spaces.
- Must follow the Street Department dress code, which includes steel-toed boots.
- Must wear appropriate safety equipment as outlined by safety guidelines and rules.

#### Direct reports

<b>Approved by:</b>	
<b>Date approved:</b>	
<b>Reviewed:</b>	<i>January 2018</i>

*City of West Lafayette Human Resources Department  
Updated Job Description Template: June 2017*